

From: [Darpinian, Amy F NWK](#)
To: [Mitchell, Tanya](#)
Subject: RE: Rolling Knolls Progress Report follow-up Question. (UNCLASSIFIED)
Date: Monday, January 26, 2015 11:49:45 AM

Classification: UNCLASSIFIED

Caveats: NONE

Hi Tanya,

Let me try to answer you via email, but if this isn't clear just let me know.

In Late 2013, we knew that CDM's previous task order under their 2008 contract was expiring yet there was still work to do. We needed then to get a new task order. Although it may seem simple to just get CDM Smith to do more work, the interpretation of the Federal Acquisition Requirements (FAR) is that we need to select a contractor best suited and qualified for the work. This entails a few steps and documents that must be completed before the request for proposal was sent to CDM: A project execution plan with market research determination was prepared by myself and our contracting specialist for review and approval by the acquisition strategy board. This document dated November 4th outlines the different contracting strategies available to us, which contracting strategy was selected and why. It concluded that we can select a large business A-E contractor. From there, an informal team reviewed our pool of seven available A-E contractors. The review for this project only looked at their previously provided contract documents to evaluate their qualifications to perform the work at Rolling Knolls. The selection memo determined that CDM Smith was most qualified. The memo was completed on Dec 11 and then the Request for Proposal sent to CDM on December 18, 2013.

I can probably send you the documents that I described, although they could be procurement sensitive so I would need to review this with Bob Pender.

Please let me know if you have any further questions.

Thanks, Amy

From: Mitchell, Tanya [mailto: Mitchell.Tanya@epa.gov]
Sent: Monday, January 26, 2015 9:38 AM
To: Darpinian, Amy F NWK
Subject: [EXTERNAL] Rolling Knolls Progress Report follow-up Question.

Hi Amy,

I have a follow-up question to the USACE progress reports. Can you provide additional detail on what "Complete Market Research and AE Matoc Selection documentation" is in reference?

Thanks,

Tanya

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Caveats: NONE